



Department of School Facilities

Wayne A. Crosby, Director
8045 Harriet Tubman Lane • Columbia, MD 21044
410-313-7088 • (F) 410-313-7093

March 4, 2011

TO: Building Supervisors

FROM: Olivia Claus, Manager
Custodial Services

RE: White Recycling Lids

In order to assist with our recycling efforts, we are going to use the "recycling brutes" with white lids to recycle larger items besides cans and bottles. In order to accommodate these larger items, such as milk cartons and other plastic containers, we are asking that a larger hole be cut in the white flat lids that currently have a hole the size of a soda can/bottle.

The center hole of the white recycling lid can be cut with your safety knife. The current hole should be widened to a 9-inch diameter, which is approximately back to where the "ridge" is on the lid of the container. Once the larger hole has been cut, a "**Recycling Only**" sticker should be placed around the center circle. **See pictures below.**

Your cooperation is greatly appreciated. Please use only **one** "Recycling Only" sticker per white lid. Thank you.



Before



After

Building Services, Herb Savje, Manager
8045 Harriet Tubman Ln. • Columbia, MD 21044
410-313-7084 • (F) 410-313-7093

Custodial Services, Olivia Claus, Manager
8790 Ridge Rd. • Ellicott City, MD 21043
410-313-2595 • (F) 410-313-2598

Grounds Services, Keith Richardson, Manager
8790 Ridge Rd. • Ellicott City, MD 21043
410-313-2577 • (F) 410-313-2599

Energy Management Services, Diane Sweeney, Specialist
8045 Harriet Tubman Ln. • Columbia, MD 21044
410-313-7024, Ext. 259 • (F) 443-583-1272

Integrated Pest Management Services, Mark Hardin, IPM Specialist
10920 Route 108 • Ellicott City, MD 21042
410-313-7180 • (F) 410-313-6989